

Meeting: Trust Board
Date: 20 May 2008

Title: **Board Committee Structure**

Executive Summary: **Structure review**

Following non-executive discussions about the structure of committees reporting into the Trust Board, it has been determined that the Audit Committee and Assurance Committee should be merged into one Audit Committee.

There are now three standing sub-committees of the Board: the Audit Committee, the Trust Board Appointments and Remuneration Committee, and the Executive Committee (formerly known as the Executive Team). In addition, there is provision in the standing orders for the establishment of ad hoc committees reporting directly to the Board, currently comprising the Foundation Trust Programme Board.

The Audit Committee

The membership now comprises all the non-executive directors but excluding the chairman. The terms of reference of the new committee are currently being reviewed to ensure that there is clarity about the management of financial and non-financial risk across the organisation and explicit assignment of responsibility for monitoring and providing assurance. These will be discussed at the first meeting of the newly-constituted committee on 10 June and submitted to the June Trust Board. Technical support to assist the committee in the self certification process is being sought from Parkhill Audit Agency and will also be discussed on 10 June. The committee will meet six times per annum.

The committee sub structure

The new committee structure is illustrated in the attached chart (Appendix 1) which also indicates the chair of each group. As the result of the agreed restructuring, the Finance and Performance Committee has been disbanded and the Infection Control Committee now reports into the Clinical Governance Committee rather than directly to the Trust Board. Reports previously received by the Finance and Performance Committee will now be directed as follows:

- Finance Report direct to Trust Board
- Performance Report to Trust Board as part of dashboard and exception reports
- Capital programme to Trust Board via Business Planning Group and Executive Committee
- Procurement Committee reports to Executive Committee via Business Planning Group

The sub-structure of committees and working groups has been surveyed to clarify terms of reference, membership and reporting arrangements. This survey will be followed by a fitness for purpose review of the various groups as part of the review of risk management arrangements.

The terms of reference of the Executive Committee have already been approved by the Board. The terms of reference of the TB Appointments and Remuneration Committee is attached as Appendix 2.

Action: The Trust Board is asked to note the revised committee structure and to approve the Terms of Reference of the Board Appointments and Remuneration Committee.

Report from: David Sloman
Chief Executive

Sponsor: Joe Liddane, Chairman

Financial Validation Lead: Director of Finance	N/a
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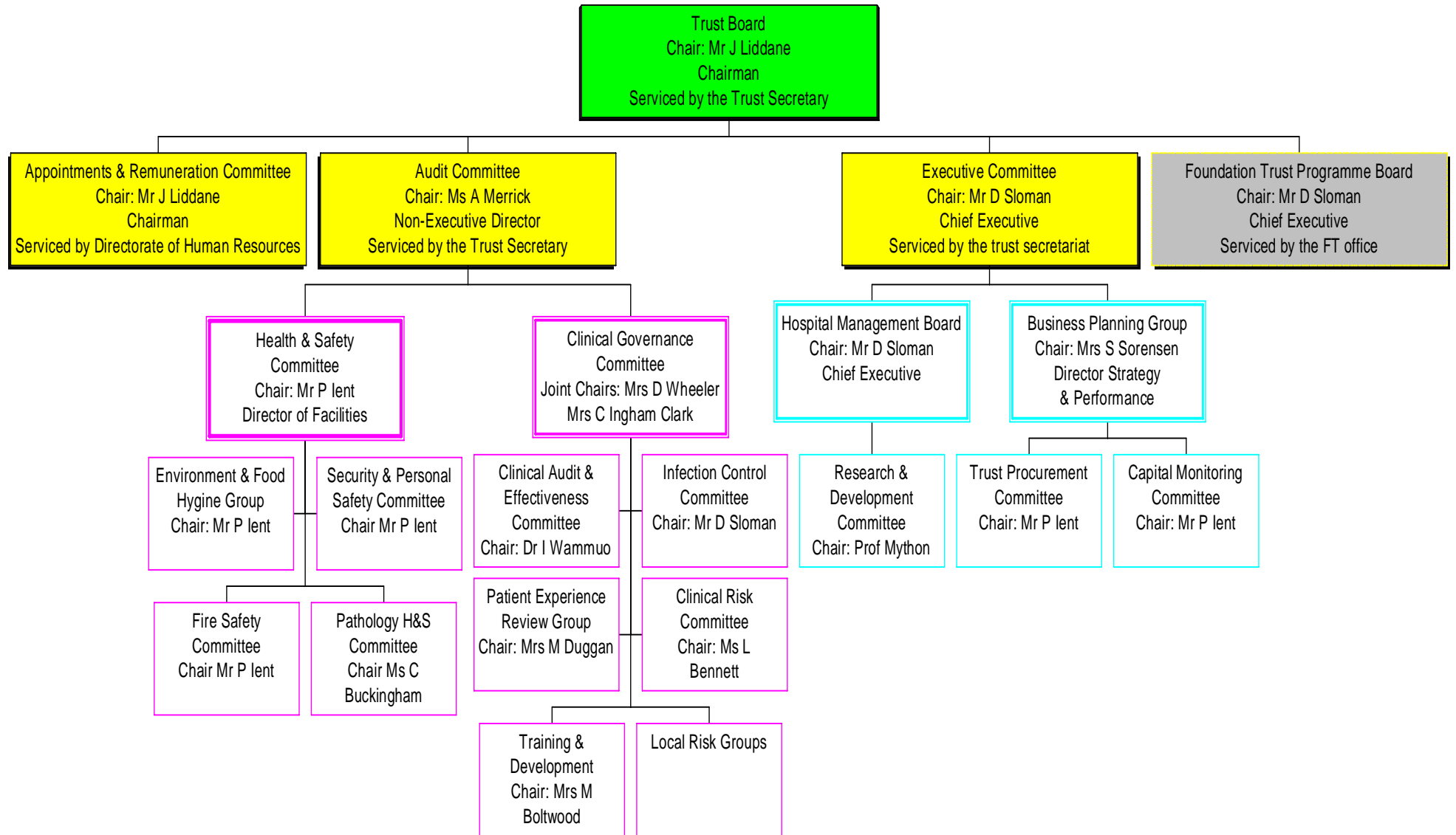
Compliance with statute, directions, policy, guidance Lead: All directors	Reference: Monitor guidance (Code of Governance)
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Compliance with Healthcare Commission Core/Developmental Standards Lead: Director of Nursing & Clinical Development	Reference: N/a
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Compliance with Auditors' Local Evaluation standards (ALE) Lead: Director of Finance	Reference: N/a
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Evidence for self-certification under the Monitor compliance regime Lead: All directors	Compliance framework reference: N/a
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Board Committee Structure



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